



DEPARTMENT OF THE TREASURY
FINANCIAL CRIMES ENFORCEMENT NETWORK

VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENTNUMBER : FINCN/03-012KRH

OPENING DATE : 01/31/2003

CLOSING DATE : 02/21/2003

POSITION : Information Technology Specialist
(Applications Software)

SERIES AND GRADE : GS-2210-12/13 (FPL GS-13)

NUMBER OF VACANCIES : One

SALARY RANGE : \$59,234 – \$88,770 per annum

ORGANIZATION : Department of the Treasury
Financial Crimes Enforcement Network (FinCEN)
Office of Information Technology (OIT)

DUTY STATION : Vienna, Virginia

APPLICATIONS WILL BE ACCEPTED FROM : Present and former Federal employees with competitive status within the Washington DC commuting area.

SUMMARY OF DUTIES: As an Information Technology Specialist, you will be working in the Office of Information Technology in the Financial Crimes Enforcement Network (FinCEN) and be involved in systems analysis, data management, software applications development, and administration of systems software to detect and prevent against financial crimes. You will develop systems to provide the effective intake, configuration, merging, manipulation, and access of large and complex databases from diverse sources. In doing so you will consult with customers to identify user requirements to translate their requirements into application prototypes. You will design user interfaces; test customer applications; write and maintain program documentation; debug and maintain code; and design, normalize, develop and install databases. You will develop and administer data standards, policies, and procedures and develop applications to maximize user functionality, including web enabled and non-web applications. Throughout the process, you will analyze and plan for anticipated changes in data capacity requirements, while ensuring integration of information security policies, principles and practices. As an IT Specialist you will provide technical assistance to junior IT specialists, contractors, and detailees and train systems users in the use of systems to achieve the most efficient and effective IT functionality for the organization.

SUMMARY OF QUALIFICATION REQUIREMENTS: Applicants must have one year of specialized experience equivalent to the next lower grade level. Specialized experience is experience that demonstrated accomplishment of computer project assignments that required a wide range of knowledge of computer requirements and techniques pertinent to the position to be filled.

TIME-IN-GRADE REQUIREMENT: Applicants must have 52 weeks of Federal service equivalent to the next lower grade level. Applicants must meet time-in-grade and qualification requirements within 60 days from the closing date of this announcement.

APPLICANTS WILL BE EVALUATED AGAINST THE FOLLOWING CRITERIA:

For GS-12

- 1. Knowledge and experience in applying IT principles and concepts in the development of database management application systems, including application of:**
 - Internet and web technology tools in the development of IT applications
 - Tools in the analysis of large volumes of data
 - Modern operating systems, software engineering, and programming languages (e.g. C, C++, Java, HTML, XML, SQL (ANSI), Power Builder 6.0 or 7.0, 8.0).(Applicants must address the nature of their experience and degree of responsibility in planning and designing database management application systems and specifically address knowledge and expertise in the bulleted areas.)
- 2. Knowledge and experience in planning and/or implementing projects involving state-of-the-art technology in data analysis and data management.** (Applicants must address the nature of their experience in planning and implementing data mining and data warehousing projects.)
- 3. Ability to interact effectively with management officials, users, IT specialists and vendors.** (Applicants must address the nature of their personal interactions concerning IT program administration.)
- 4. Knowledge and ability to develop written products relating to IT applications activities, including: systems requirements, project proposals, implementation plans, program and coding documentation, technical specifications, procedures, and guidelines.** (Applicants must describe their experience in developing these types of written products.)

For GS-13

- 1. Knowledge and expertise in applying IT principles and concepts in the development of database management application systems, including application of state-of-the-art:**
 - Internet and web technology tools in the development of IT applications.
 - Tools in the analysis of large volumes of data).
 - Modern operating systems, software engineering, and programming languages (e.g. C, C++, Java, HTML, XML, SQL (ANSI), Power Builder 6.0, 7.0 or 8.0).(Applicants must address the nature of their experience and degree of responsibility in planning and designing database management application systems and specifically address knowledge and expertise in the bulleted areas.)
- 2. Knowledge and expertise in planning and/or implementing projects involving state-of-the-art technology in data analysis and data management.** (Applicants must address the nature of their experience in planning and implementing data analysis and data management projects.)
- 3. Ability to interact effectively with senior management officials, users, IT specialists and vendors.** (Applicants must address the nature of their personal interactions concerning IT program administration.)
- 4. Knowledge and ability to develop written products relating to complex IT applications activities, including: systems requirements, project proposals, implementation plans, program and coding documentation, technical specifications, procedures, and guidelines.** (Applicants must describe their experience in developing these types of written products.)

Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.

CONDITIONS OF EMPLOYMENT AND OTHER REQUIREMENTS OF THIS VACANCY:

Background Investigation: This position is a sensitive position and the tentative selectee must undergo and successfully complete a background investigation as a condition of placement/retention in the position.

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Drug Screening: The position which may be filled under this announcement has been identified as a Testing Designated Position under the U.S. Customs Service, Drug-Free Workplace Program. Satisfactory completion of the drug test is a condition of placement and/or employment in the position and incumbents of this position are, thereafter, subject to Random Drug Screening.

Other Information:

Eligible CTAP/ICTAP employees within the commuting area who submit documentary evidence of eligibility (RIF notice or certificate of expected separation or other agency certification) and are found well qualified will receive selection priority as provided by regulations. In order to be determined well qualified, candidates must receive an excellent or good score when rated against the criteria.

Eligible displaced employees of the former Panama Canal Zone who submit documentary evidence of eligibility (a RIF separation notice) and are found well qualified will receive special selection priority to positions throughout the continental United States.

Eligible displaced employees of the District of Columbia Department of Corrections who submit documentary evidence of eligibility (a RIF separation notice) and are found qualified will receive selection priority to positions throughout the continental United States.

All candidates **MUST** be a citizen of the United States and present proof of citizenship, if selected.

Male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System or are exempt from having to do so under Selective Service law, if selected.

All Financial Crimes Enforcement Network employees are required to participate in Direct Deposit/Electronic Funds Transfer for salary payments.

No Relocation Expenses will be paid.

The full performance level of this position is GS-13.

Financial Crimes Enforcement Network (FinCEN) employees **MUST** include the OF 612 "Optional Application for Federal Employment" or resume, address the evaluation criteria on plain bond paper to receive full consideration, and submit a copy of their current performance appraisal.

All other applicants **MUST** submit a copy of their most recent performance appraisal, the OF 612 "Optional Application for Federal Employment" or resume, address the evaluation criteria on plain bond paper to receive full consideration, and provide a copy of their most SF-50, "Notification of Personnel Action."

To obtain a copy of the OF6-12 "Optional Application for Federal Employment", log on <http://www.usajobs.opm.gov/OF612.htm>

SUBMIT APPLICATION MATERIALS TO:

Application materials **must** be mailed to:

**Financial Crimes Enforcement Network
Human Resources
Vacancy Announcement: FINCN/03-012KRH
P.O. Box 39
Vienna, VA 22183-0039**

For additional copies of this Vacancy Announcement, please call: 1-800-944-7725.

For additional information, please call: Eileen Brown (703) 905-3710. TDD (703) 905-3839.

NOTES: All application materials **MUST** be sent to the mailing address shown. All materials and the envelope **MUST** include the vacancy announcement number. There may be delays in the receipt and processing of improperly addressed correspondence. FAX documents will not be accepted. Applications

are not to be mailed in U.S. Government "For Official Use Only" postage and fees paid envelopes. Individuals submitting applications material using U.S. Government, "Official Use Only" postage and fees paid envelopes will not receive consideration under the vacancy announcement. Applications will become part of the vacancy announcement case file and will not be returned to the applicant. Acknowledgment of receipt will be sent to all applicants.

The Financial Crimes Enforcement Network (FinCEN) provides reasonable accommodations to applicants with disabilities on a case-by-case basis. Applicants should notify the point of contact on this vacancy announcement if a reasonable accommodation is needed for any part of the application and hiring process.

The Financial Crimes Enforcement Network (FinCEN) is an Equal Opportunity Employer. All candidates will be considered regardless of their race, color, religion, sex, national origin, age, sexual orientation, protected genetic information, status as a parent, lawful political affiliation, marital status, physical/mental disability (if not a job factor), membership or non-membership in an employee organization, or any other non-merit factor.